

Dear Licensees:

Please remember you have until September 30, 2013, to renew on time. Please go to the Board web site at [www.abcr.alabama.gov](http://www.abcr.alabama.gov) where you will see a link on the home page that says "click here to renew". Please click on the link and start your renewal. You will need to have your License # and the last four of your social ready to begin.

When you are done with the renewal the Board office will mail out your certificate as soon as all documents have been received. If you are selected for an audit or have not submitted your POC information please submit the required documentation to the Board office by mail: P.O. Box 241565, Montgomery AL 36124. If you have any questions or concerns with your on-line renewal, please contact the State Board Office directly at 334.215.7232 or via email at [michael@leadership-allicace.org](mailto:michael@leadership-allicace.org) and I will be very pleased to assist you.

Thank you.